# Transformative Climate Communities: Implementation Grants Application Process

August 28, 2018

CALIFORNIA STRATEGIC GROWTH COUNCIL

CALIFORNIA CONSERVATION

CALIFORNIA CLIMATE INVESTMENTS
Cap and Trade Dollars at Work

# AGENDA

- Introductions
- TCC Program
- Implementation Grants Overview
- Application Components
- Application Process
- Timeline
- Resources
- Questions

# TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM

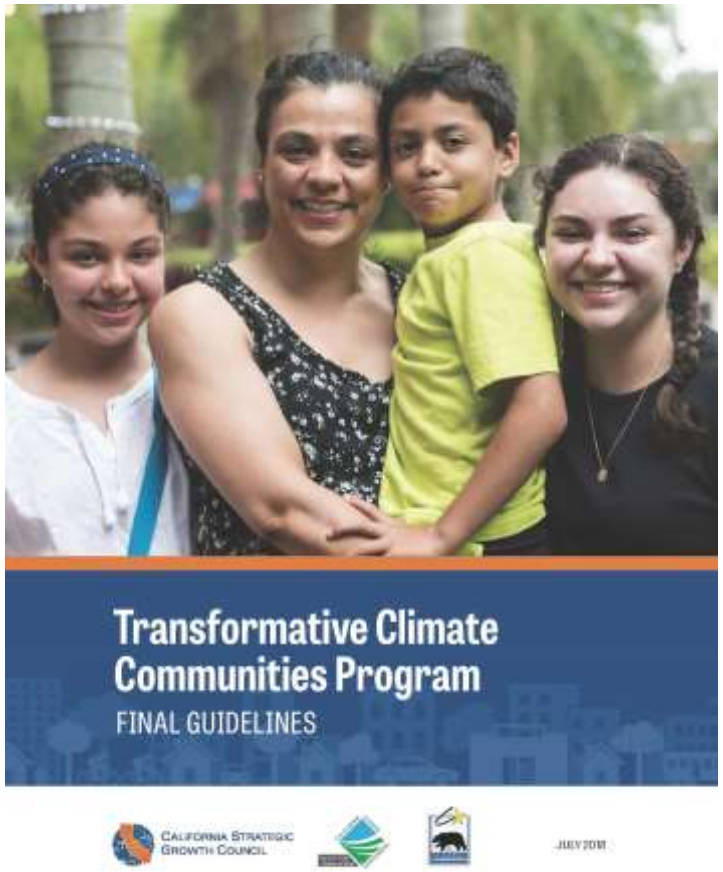
# BACKGROUND

Created the Transformative Climate Community Program, to be administered by the Strategic Growth Council, to "fund the development and implementation of neighborhood-level transformative climate community plans that include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits to disadvantaged communities, as described in Section 39711 of the Health and Safety Code."

(Pub. Resources Code § 75240.)

# TCC ROUND 2 GRANTS

- Implementation Grants
  - 2 Implementation Grants
  - Statewide Competition
  - 5-year grant term
- Planning Grants
  - $800,000 (Prop 84)
  - 4 Planning Grants
  - Statewide Competition
  - 1-year grant term



# FUNDING SCENARIOS

- TCC Implementation Grant funding is currently $46 million
- 2 Implementation Grants will be awarded
- Potential for additional funding may allow for larger awards
- Applicants are requested to develop proposals for two scenarios:
  - Scenario 1: $23 million
  - Scenario 2: $33 million

# IMPLEMENTATION GRANTS OVERVIEW

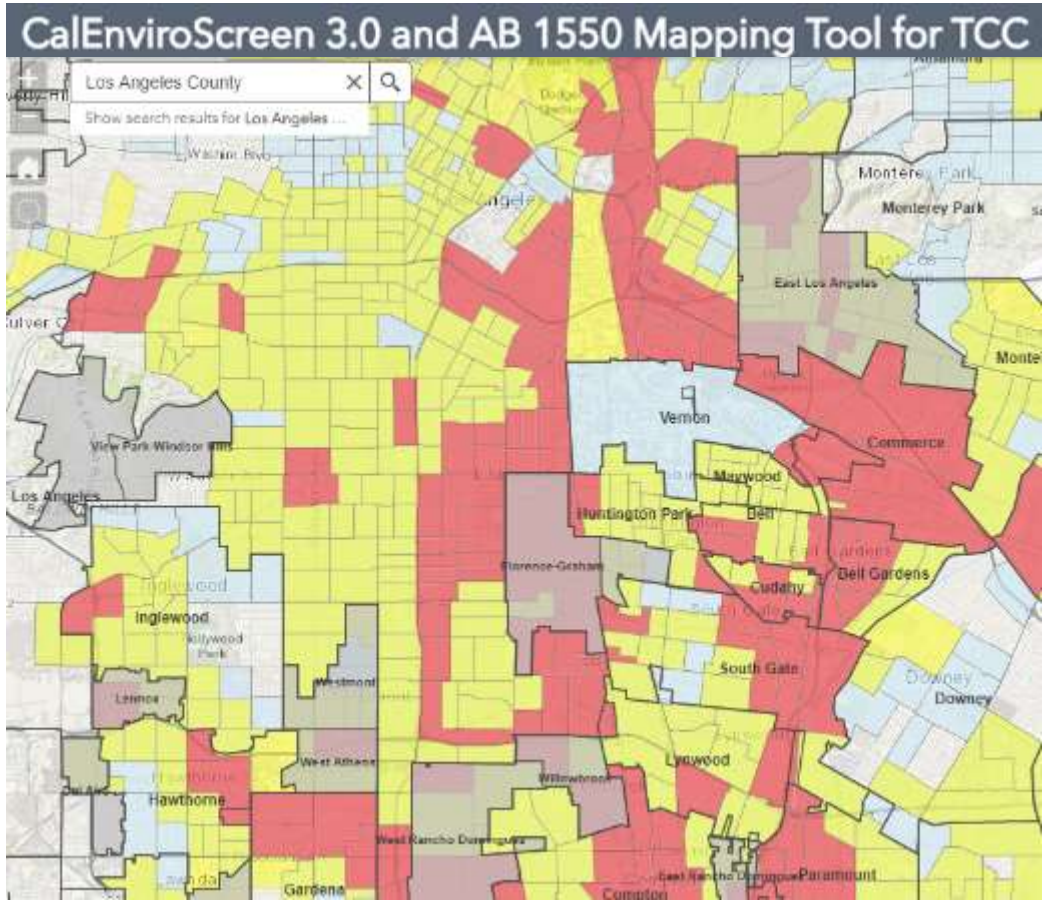
# APPLICANT AND PROJECT AREA ELIGIBILITY

- Eligible Applicants
- Collaborative Stakeholder Structure
- Support and Participation of Public Agencies
- Organizational Capacity and Proposal Readiness
- Project Area Requirements
- Consistency with Existing Local Land Use and Transportation Plans
- High Speed Rail Connectivity*

**Applicable to cities with planned HSR stations along the initial Silicon Valley to Central Valley Line.*

# PROJECT AREA REQUIREMENTS

- Must be contiguous
- Approximately 5 Square Miles
- Within a single city's Jurisdiction
- Made up of Priority Populations:
  - At least 51% of Project Area covered by Census Tracts Top 5%, per CalEnviroScreen 3.0
  - Remainder of Project Area covered by Low-income (AB 1550) or Top 25% CES 3.0
- Consistent with existing state, regional, and local plans



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# HIGH SPEED RAIL CONNECTIVITY

- “Silicon Valley to Central Valley Line”
- Applies to: Bakersfield, Fresno, Hanford, Madera and Merced
- Benefits to neighborhoods surrounding HSR Station Area
- Multimodal connectivity to the High Speed Rail station area
- Ensure affordable and mixed-income housing close near/accessible to HSR

# APPLICANT REQUIREMENTS

- Collaborative Stakeholder Structure
  - Signed Memorandum of Understanding (MOU)
- Support and Participation of Public Agencies
- Capacity to Implement
  - Management Ability
  - Financial Capacity

# READINESS

- Minimum of 3 proposed Projects must:
  - ❑ Meet full readiness requirements at the time the Application is submitted
  - ❑ Comprise 50% of total requested funds
  - ❑ Quantify GHG Emissions using CARB QM
- Remaining Projects must be ready in the 1st year of the Grant Term

# TRANSFORMATIVE REQUIREMENTS

1. Track + Monitor: GHG Emissions Reductions + Community Benefits + Indicators
2. Avoid Displacement of Existing Households + Small Businesses
3. Ensure Community Engagement
4. Leverage Funding
5. Climate Adaptation and Resiliency
6. Workforce and Economic Development

# 1. TRACK + MONITOR GHG + INDICATORS

- Indicator Tracking
  - Track and Document GHG Reductions
  - Co-benefits
- Estimate GHG Reductions
  - Initial Estimate during Application Phase
  - Final QM following application submittal

# 2. AVOID DISPLACEMENT OF EXISTING HOUSEHOLDS + SMALL BUSINESSES

- Displacement Avoidance Plan
  - Describe displacement vulnerability of households and small businesses within the Project Area
  - Describe policies, plans, ordinances, or programs currently in place
  - Identify additional policies and programs to be pursued
  - Provide a relocation plan pursuant to CA Relocation law if necessary for activities with potential for displacement

# 3. ENSURE COMMUNITY ENGAGEMENT

- Describe community engagement methods during proposal development
- Develop Community Engagement Plan for plan implementation
- Describe methods to facilitate engagement at the project level
- Criteria for eligible costs

# 4. LEVERAGE FUNDING

- Must equal at least 50% of requested grant funds
- Must be committed at the time of the Application submittal
- Eligible Sources for leverage:
  - Federal funding and State funding
  - Private Capital
  - Foundation Grants
  - Local Funds
  - In-kind

# 5. CLIMATE ADAPTATION + RESILIENCY

- Identify climate change risks in Project Area, such as:
  - Additional days of extreme heat or precipitation
  - Flooding
  - Sea level rise
  - Drought
- Discuss anticipated impacts to vulnerable populations
- Describe how proposed Projects will reduce risk and promote resiliency

# 6. WORKFORCE + ECONOMIC DEVELOPMENT

- Create a Workforce and Economic Development Plan that includes:
    1) Workforce development and education training programs with career pathways for residents of the Project Area
    2) An explanation of how TCC investment will create high-quality jobs

# FRAMEWORK

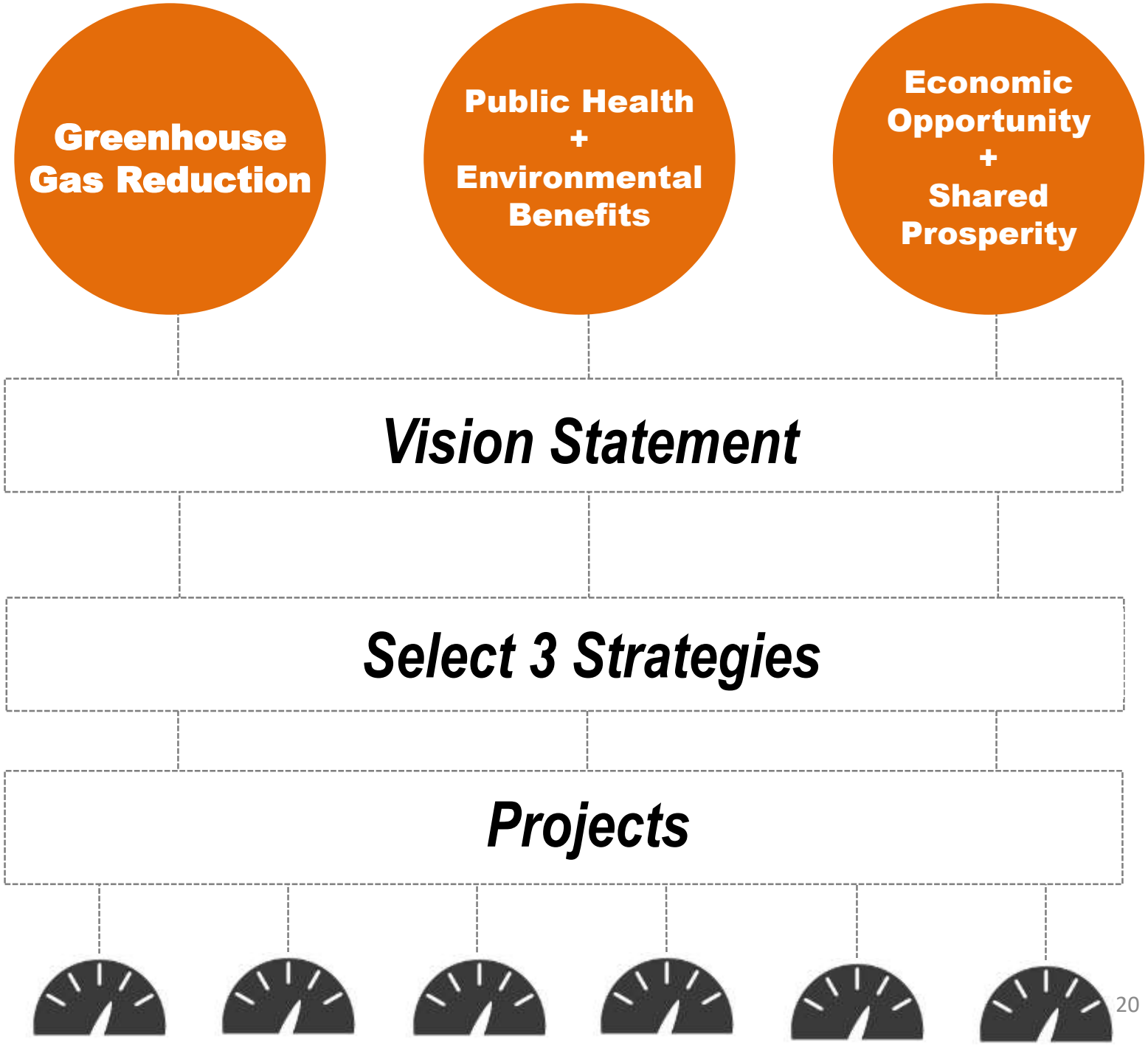
PROGRAM OBJECTIVES

VISION STATEMENT

STRATEGIES

PROJECTS

INDICATORS



# STRATEGIES: SELECT AT LEAST 3

1. Equitable Housing and Neighborhood Development
2. Transit Access and Mobility
3. Decarbonized Energy and Energy Efficiency
4. Water Efficiency
5. Materials Management
6. Urban Greening and Green Infrastructure
7. Land Conservation and Restoration
8. Health and Well-Being

# PROJECTS + FUNDABLE ELEMENTS

- Fundable Elements are organized by Strategy in Appendix D
- Applicants must develop Projects that include:

  1) Quantifiable Elements - Indicated by an asterisk (*)

     - ❑ Result in GHG Emissions reductions that can be quantified using the TCC QM approved by CARB
     - ❑ Minimum of 3 quantifiable projects ready at Application and total 50% or more of funding request

  2) Non-Quantifiable Elements

# PROJECTS + FUNDABLE ELEMENTS (cont.)

- Projects can include elements from multiple categories within the same Strategy
- Projects cannot include elements from multiple Strategies
- Projects that include any quantifiable elements are referred to as “Quantifiable Projects”
- Elements not listed in Appendix D must be paid for with leverage funding

1. Select Strategy

2. Select Elements

3. Determine if Project is Quantifiable

**Table D-2: Transit Access and Mobility Strategy**

**Projects 2.1. Active Transportation**

| Eligible Categories | TCC Fundable Elements | |
|---|---|---|
| **Construction of new bike paths or lanes (Class I, Class II, or Class IV)** | • New or expanded context sensitive bike paths or lanes (Class I, Class II, or Class IV)[4]* | Quantifiable |
| | • Non-motorized urban trails that provide safe routes for travel between residences, workplaces, commercial centers, and schools | |
| | • Bicycle carrying structures on public transit | |
| **Construction of new pedestrian facilities** | • New walkways that improve mobility/access of pedestrians* | Quantifiable |
| | • Non-capacity increasing streetscape improvements, including but not limited to:<br>○ Installation of lighting<br>○ Installation of signage and way-finding markers<br>○ Other related amenities for pedestrians, cyclists and transit riders | |
| | • Installation of new/improved pedestrian crossings or over-crossings | |
| | • Benches or "street furniture" | Non-quantifiable |
| | • Street crossing enhancements including accessible pedestrian signals | |
| | • Traffic calming projects, including development of:<br>○ Curb extensions<br>○ Roundabouts<br>○ Median islands / road diets<br>○ Lane narrowing projects | |
| **Purchase of bicycles and/or purchase and installation of infrastructure in support of new or expanded bike share** | • New or expanded bike share program*<br>• Publicly accessible bicycle parking<br>• Bicycle repair kiosks<br>• Bicycle carrying structures on public transit | |

# READINESS REQUIREMENTS

- California Environmental Quality Act (CEQA)
  - Consult with the public agency or agencies requirements
  - Demonstrate Project is CEQA compliant
  - Environmental review not required to be completed at application submittal
  - Must report on CEQA status
  - Must be complete at the time of Application for affordable housing developments
  - Complete environmental review within first year of the grant term

# READINESS REQUIREMENTS (cont.)

- Site Control: Demonstrate that Site Control has been obtained
- Permits
  - Determine the permit(s) required to implement the Projects
  - Demonstrate at the time of application that the permit(s) can be obtained and project implemented within the grant term
- Additional requirements: Project Map, Project Designs, Operation and Maintenance Plan, and other project-specific requirements (as applicable)

# PROJECTS ELIGIBLE FOR TCC FUNDING

## Quantifiable Project

- TCC Eligible Project
- Quantifiable Element (*)
- Non-Quantifiable Element (Optional)
- Count towards 3 Project minimum requirement
- Counted towards GHG Score

## Non-Quantifiable Project

- TCC Eligible Project
- Non-Quantifiable Element
- Does not count towards 3 Project minimum requirement
- Does not count towards GHG Score

# INELIGIBLE PROJECTS

- Lack logical termini or independent utility
- Acquisition only projects
- Cannot demonstrate site control during grant term
- Acquire property through eminent domain
- Lack a maintenance and long-term operation plan
- Do not provide GHG reduction, public health, environmental, and economic benefits to the Project Area through the grant term and life of the project

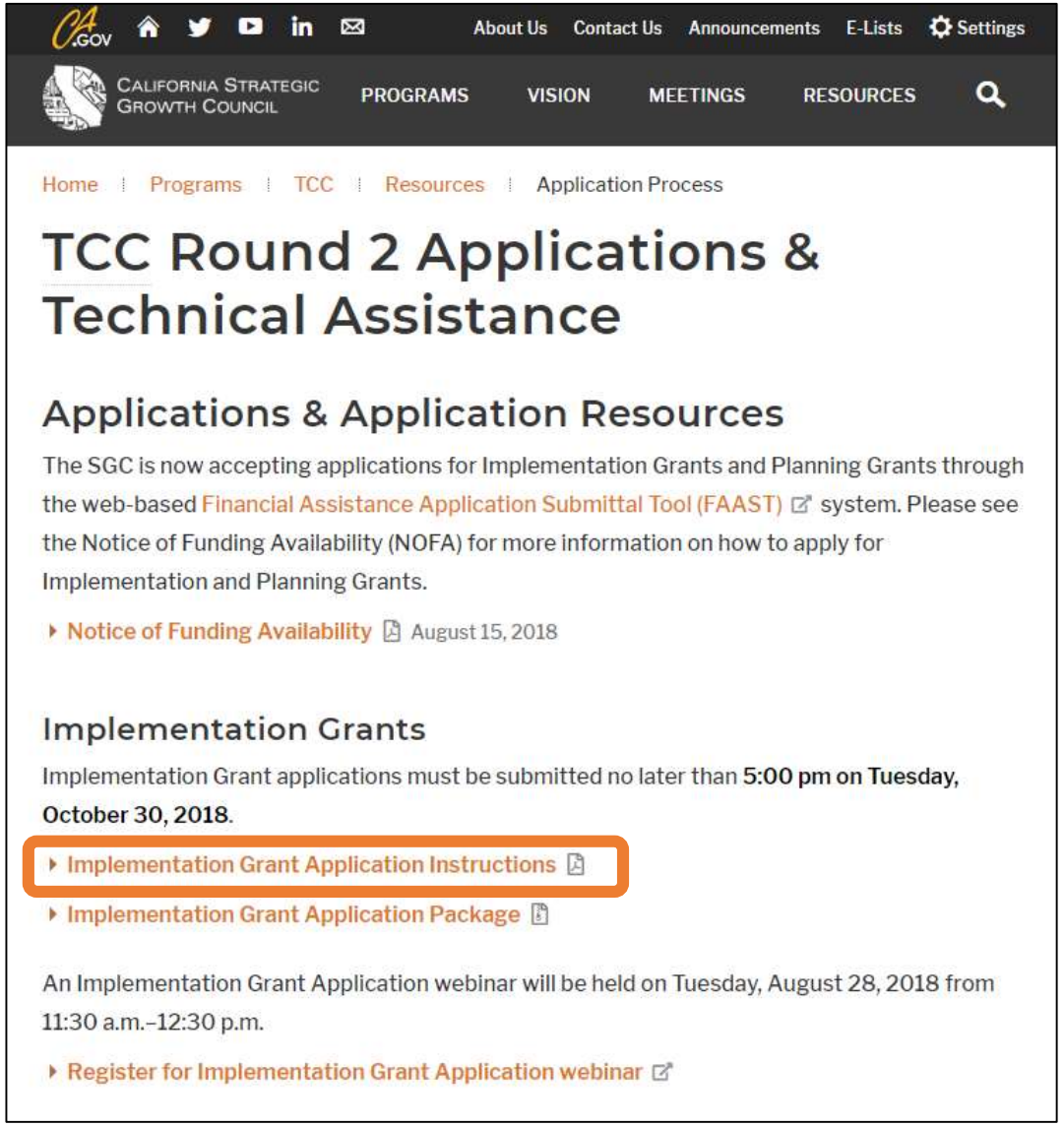
# ELIGIBLE COSTS

| Eligible Costs | Budget |
|---|---|
| Indirect/Overhead | • Up to 10% of requested funds |
| Community Engagement | • 5-8% of requested funds |
| Workforce Development | • Up to 5% of requested funds |
| Direct Costs – Predevelopment Costs | • Up to 5% of requested funds<br>• No more than 10% of requested funds for each Project |

# APPLICATION COMPONENTS

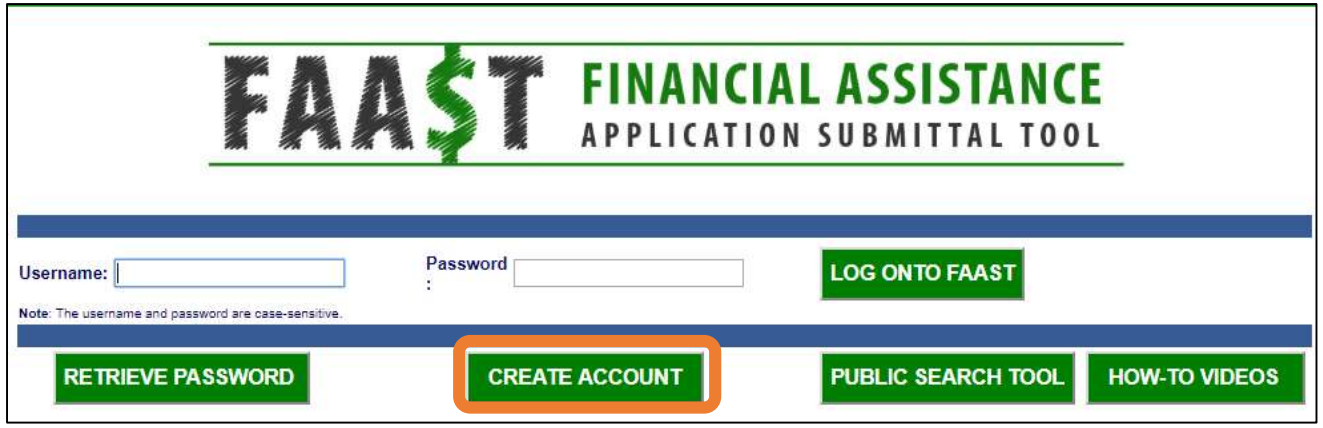
# Instructions

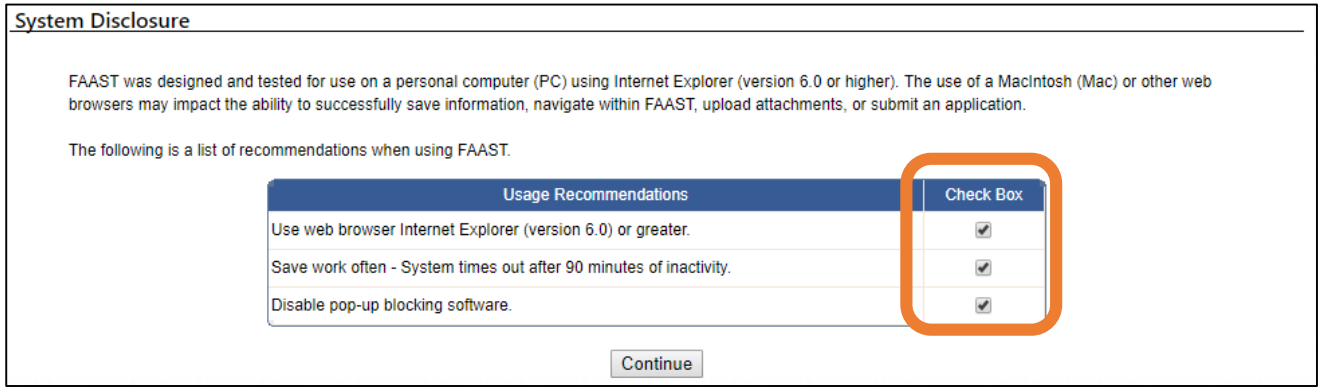
- Available for download from the TCC Resources webpage
- Read all instructions before beginning work

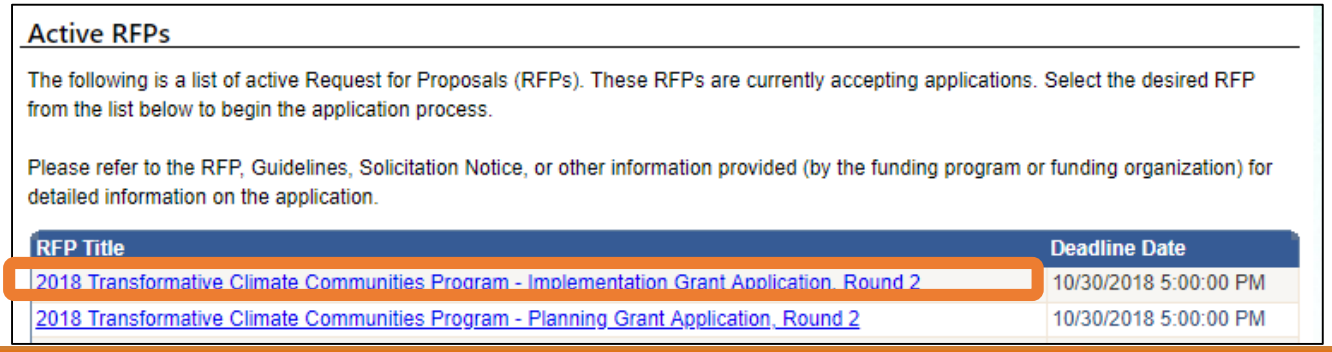


# FAAST

- Create an Account
- Start an Application
- Check “System Disclosure” boxes
- Select an RFP



# FAAST

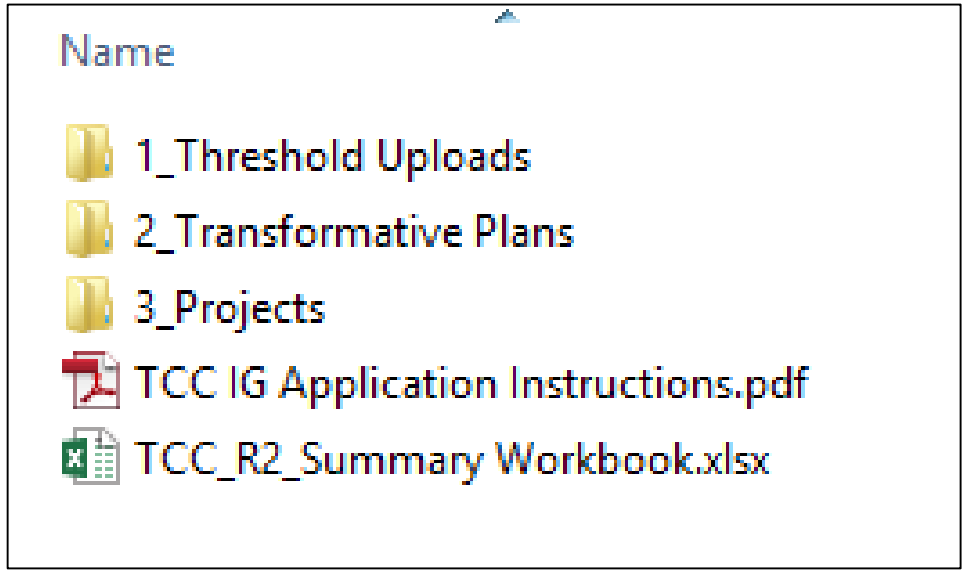
- Only the **Lead Applicant** will submit an Application.

- FAAST will be used to:
  - Provide identifying information for the Application
  - Answer narrative questions
  - Upload Application zip file

- Review “FAAST System Tips” in the **Application Instructions**.

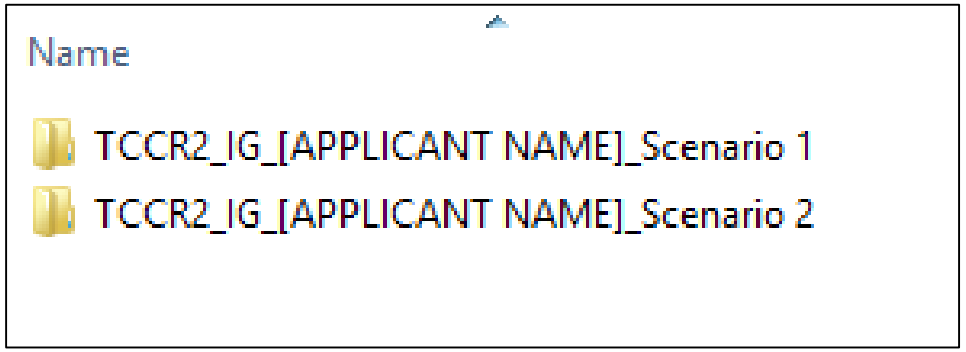
# APPLICATION PACKAGE – FILE STRUCTURE

- Upload application materials to the appropriate folder
- Do not rename these folders



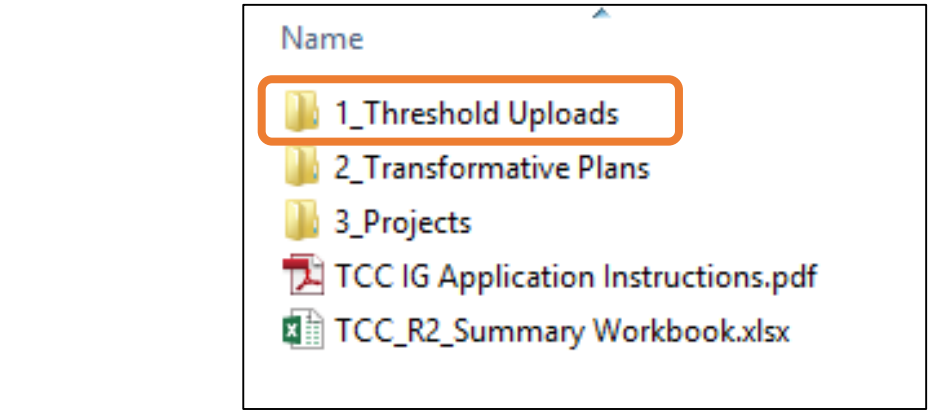
# DEVELOP TWO SCENARIOS

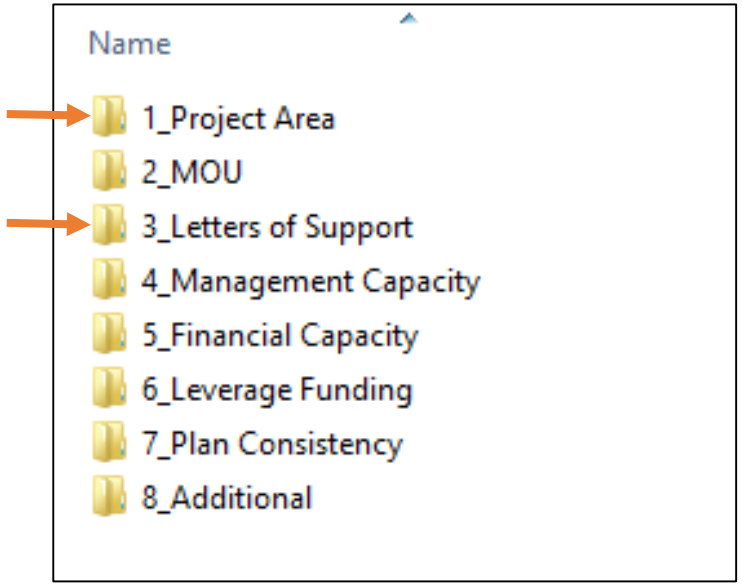
- Make two copies of the Application Package
- Name each folder using naming convention
- Develop two proposal scenarios:
  - Scenario 1: $23 million
  - Scenario 2: $33 million
- Zip application packages
- Upload to FAAST

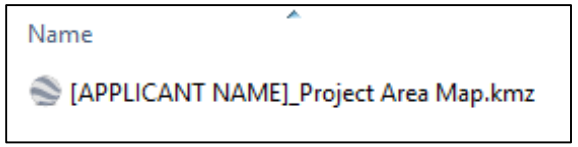


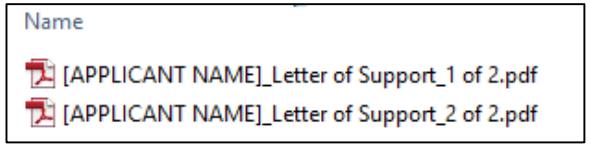
# THRESHOLD UPLOADS

- Complete Threshold Uploads documents
  - See Application Instructions, pages 3-5
- Upload documents to appropriate folders under **1_Threshold Uploads**
- Name each file using naming convention:
  - [APPLICANT NAME]_[FILE NAME]
  - [APPLICANT NAME]_[FILE NAME]_# of [total # of documents]



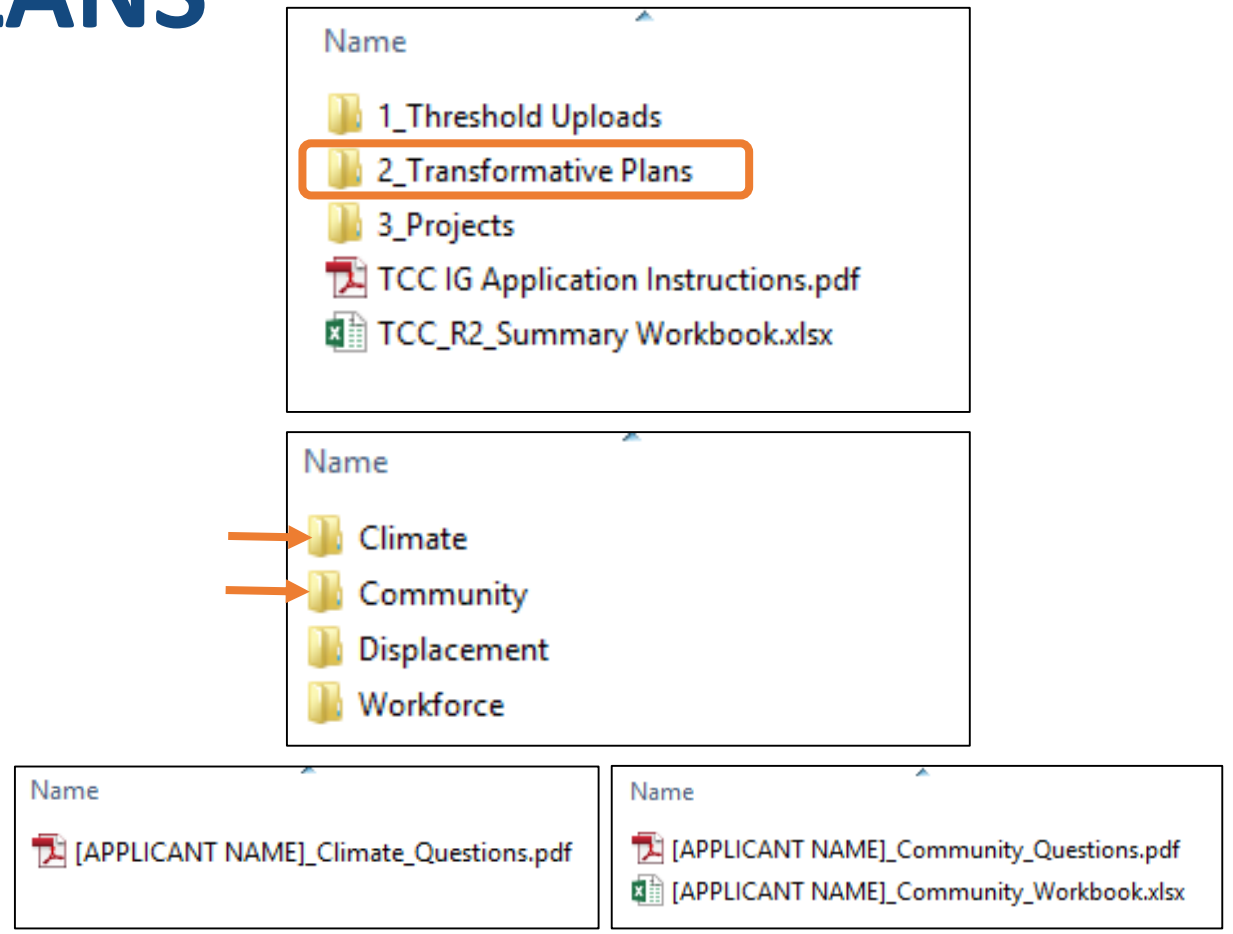



# TRANSFORMATIVE PLANS

- Complete Transformative Plans materials in each folder
  - Questions (PDF) – all 4 plans
  - Workbook (Excel) – all but Climate
- Upload documents to appropriate folders under **2_Transformative Plans**
- Rename each file using naming convention:
  - [APPLICANT NAME]_[Transformative Plan shorthand]_[FILE NAME]



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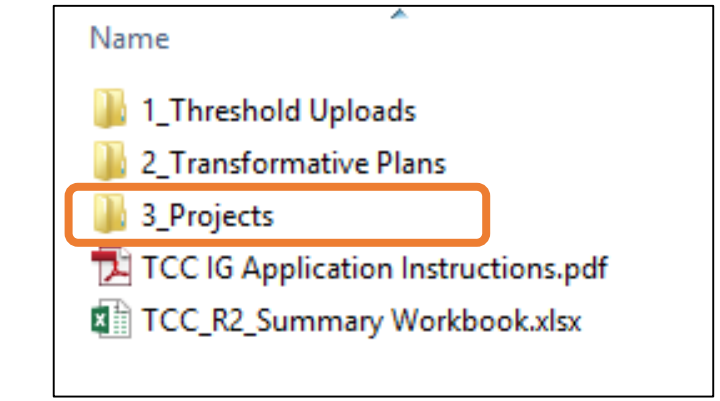
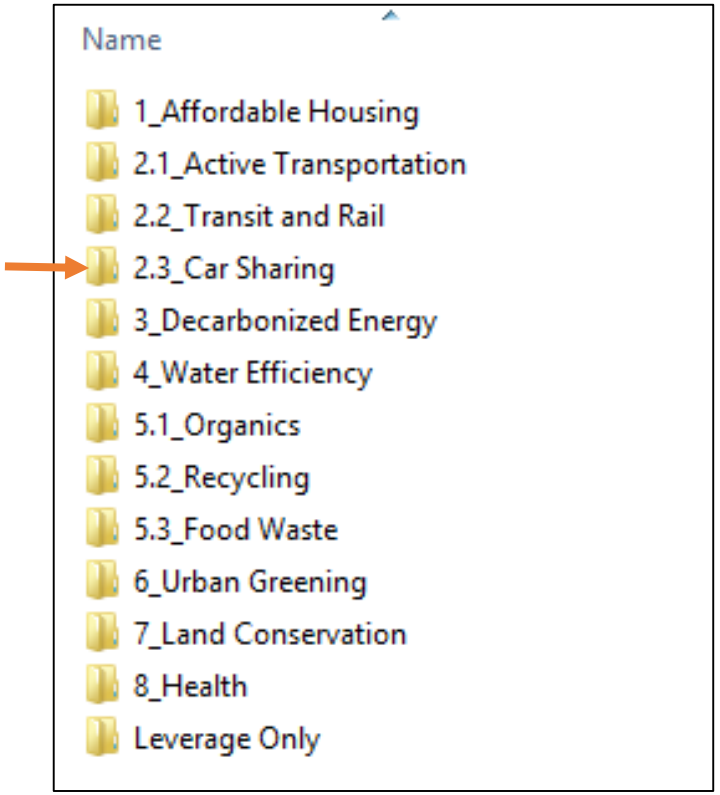
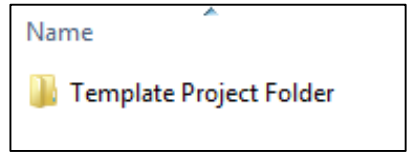
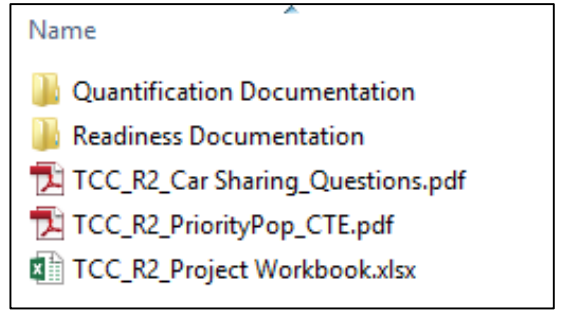
# PROJECTS

- Complete Project materials for each project
- Project materials are organized by Strategy under **3_Projects**
- Each Strategy folder contains a "Template Project Folder"
  - Project materials package
  - Easy to transfer between Lead Applicant and Co-applicants



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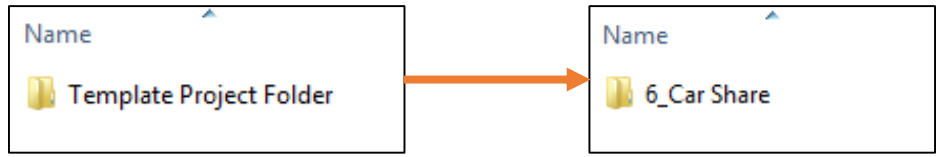
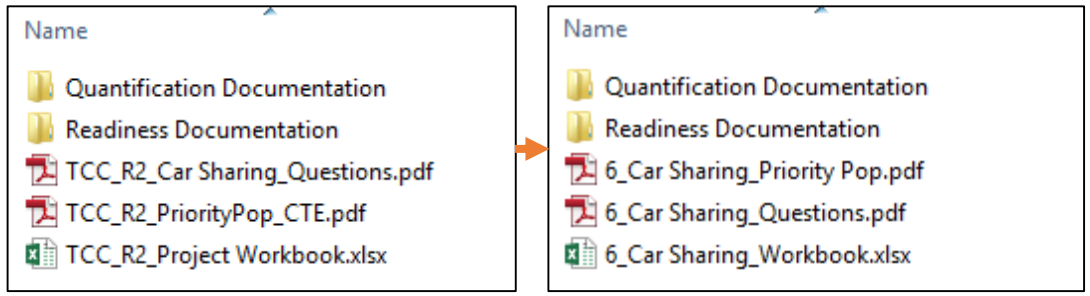
# PROJECTS – LEAD ENTITY INSTRUCTIONS

- Lead Entity completes materials in the Template Project Folder
- Rename the Template Project Folder using naming convention:
  - [PROJECT NUMBER]_[PROJECT NAME]
- Rename each file using naming convention:
  - [PROJECT NUMBER]_[PROJECT NAME]_[FILE NAME]
- Send complete Project Folder to Lead Applicant



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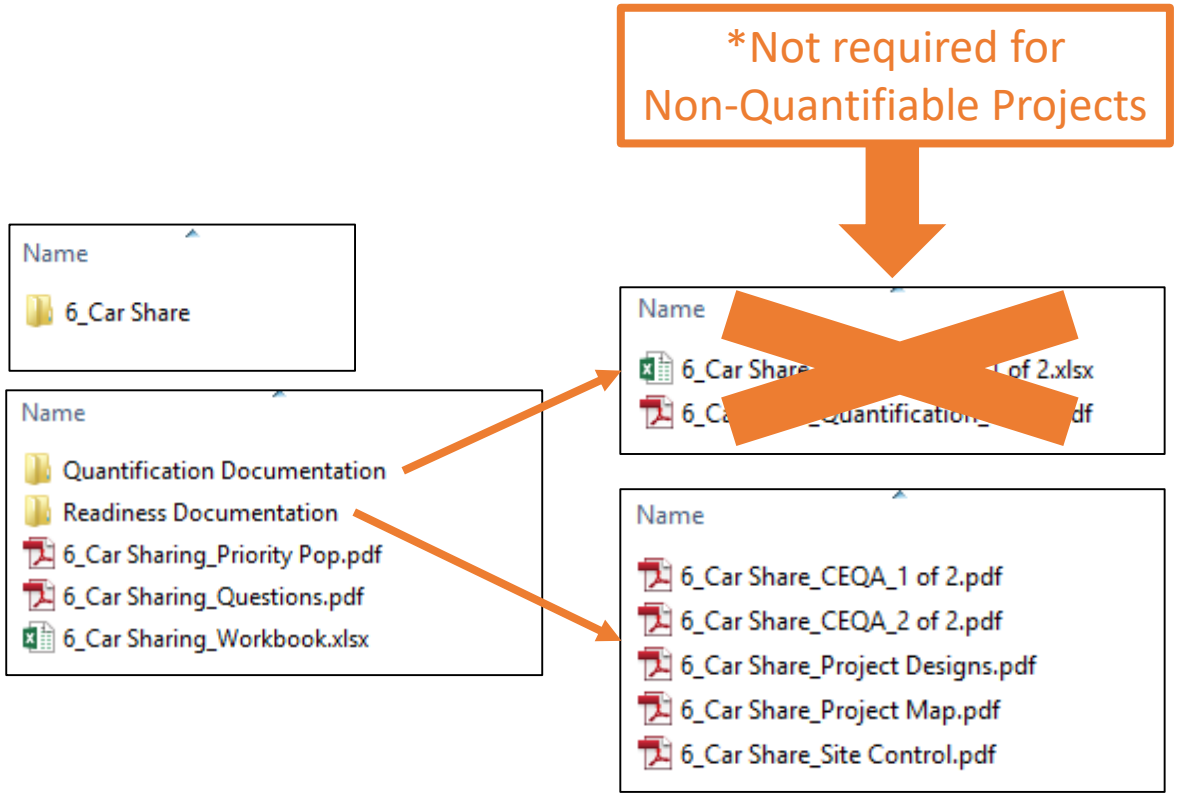
# PROJECTS

- Complete all materials for Quantifiable and Non-Quantifiable Projects:
  - Questions (PDF)
  - Workbook (Excel)
  - Priority Populations Form (PDF)
  - Readiness Documentation
  - Quantification Documentation*
- Upload supporting documentation to the appropriate folder
- Name files using naming convention:
  - [PROJECT NUMBER]_[PROJECT NAME]_[FILE NAME]
  - [PROJECT NUMBER]_[PROJECT NAME]_[FILE NAME]_# of [total # of documents]



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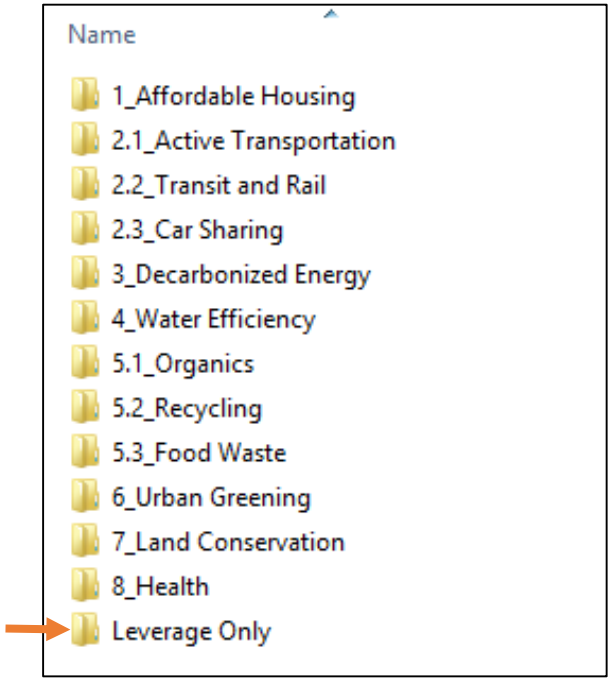
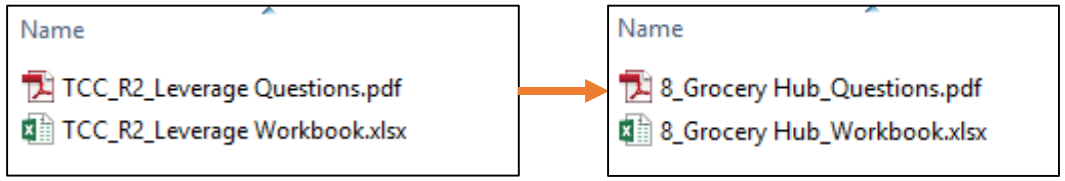
# PROJECTS – LEVERAGE

- Complete all materials for Leverage Projects
  - Questions (PDF)
  - Workbook (PDF)
- Rename files using naming convention:
  - [PROJECT NUMBER]_[PROJECT NAME]_[FILE NAME]



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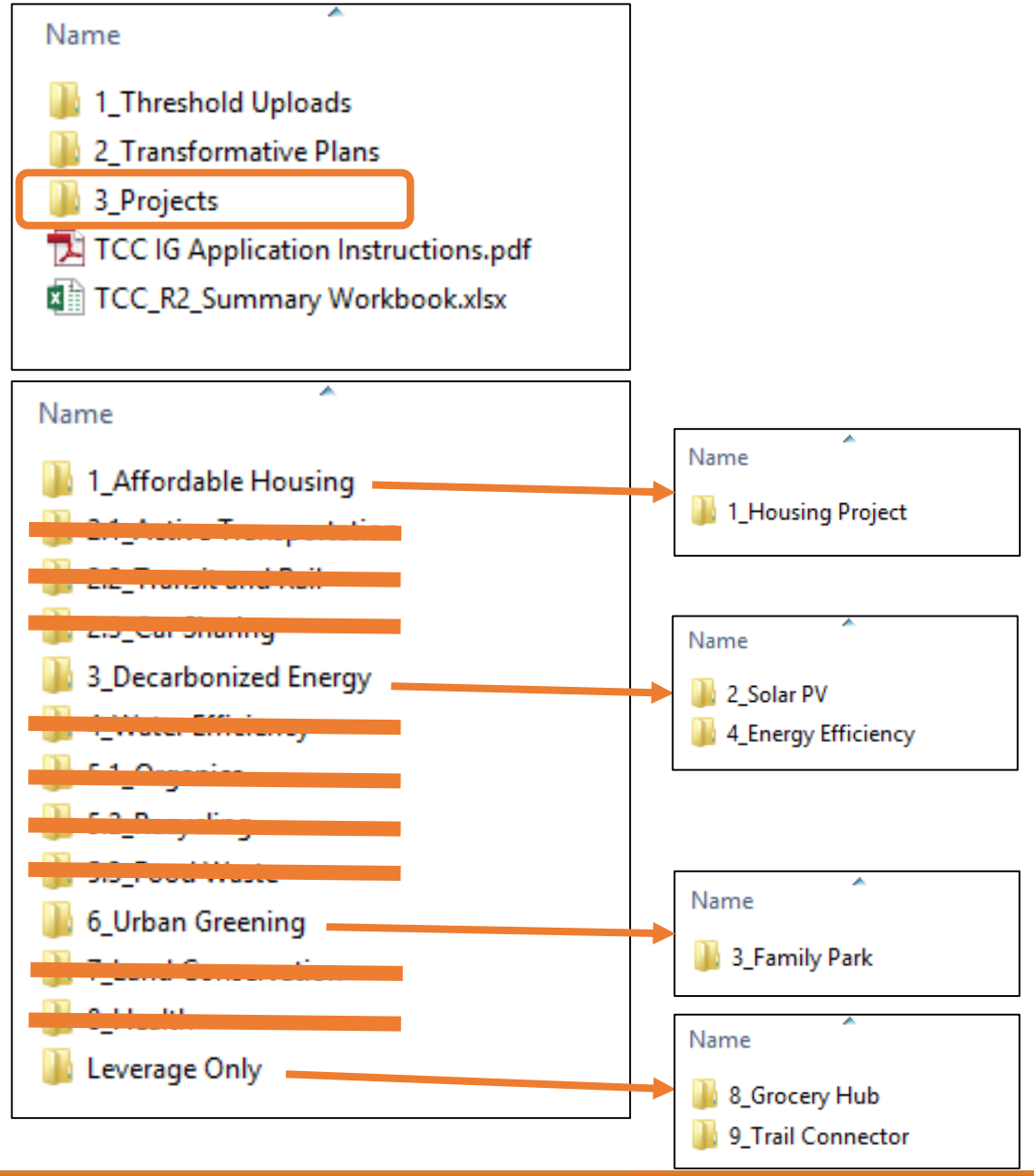
# PROJECT FOLDERS

- Upload completed Project Folders to appropriate Strategy folders
- Ensure each Project Folder is named using naming convention:
  - [PROJECT NUMBER]_[PROJECT NAME]
- Delete Strategy folders not included



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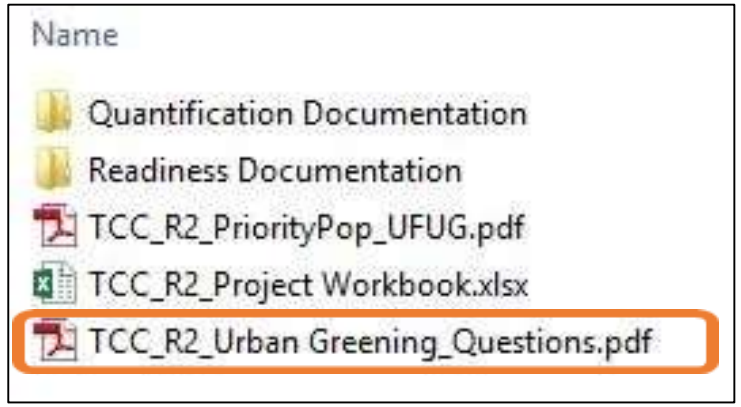
# PROJECT-SPECIFIC QUESTIONS

- Fillable PDFs
- Complete one for all Transformative Plans, Fundable Projects, and Leverage Funding Projects
- Fill out completely
- Character limits



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**Transformative Climate Communities Program**

**Round 2 - Implementation Grant Application**

**Strategy 6. Urban Greening and Green Infrastructure**

**Project Questions and Uploads**

**Instructions**: Applicants must answer the questions and upload all supporting documentation for each project under the Urban Greening and Green Infrastructure Strategy. Note: character limits for all questions include spaces.

Use the naming convention provided in the TCC **R2 Implementation Grant Application Instructions** when saving the PDF to the TCC **R2 Implementation Grant Application .zip file**.

Lead Applicant

Proposal Name

City

Project Number and Name

Lead Entity

Indicate if the project is:

Quantifiable ☐ Yes ☐ No

Ready for implementation ☐ Yes ☐ No

**Applicants must complete/provide the following documents. Use the checklist below to ensure your application is complete.**

☐ Project Questions
☐ Project Workbook
☐ Quantifiable Documentation (For Quantifiable projects only)
☐ Readiness Documentation/Status
(For projects that are not ready at the time of application submission, applicants must provide the status and estimated timeline for completion in the "Readiness Requirements" section of the questions below)
☐ Priority Population Table

# PROJECT-SPECIFIC UPLOADS - READINESS

**Readiness Checklist - Urban Greening and Green Infrastructure**

| Readiness Requirement | Status *(Complete, Incomplete, or N/A)* | Estimated or Past Date of Completion *(MM/DD/YYYY)* | File Name(s) |
|---|---|---|---|
| CEQA | | | |
| Site Control | | | |
| Project Map | | | |
| Project Designs | | | |
| Operations and Maintenance Plan | | | |
| Tree and Plant Species List Approval | | | |

| Permits List | Status | Estimated or Past Date of Completion | File Name(s) |
|---|---|---|---|
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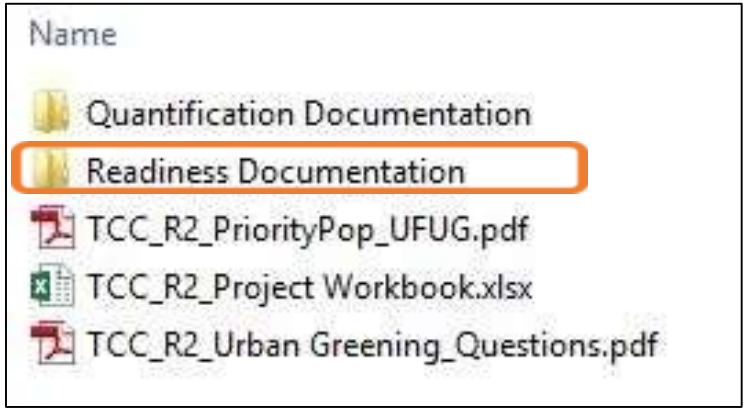
# PROJECT-SPECIFIC UPLOADS - READINESS

- Documents to assess project feasibility, quality and compliance
- Upload into project's "Readiness Documentation" folder
- Readiness requirement details include:
  - Status
  - Estimated or past date of completion
  - Permits
  - Additional project-specific readiness requirements
  - File name(s)
- Narrative questions



# PROJECT-SPECIFIC UPLOADS - QUANTIFICATION

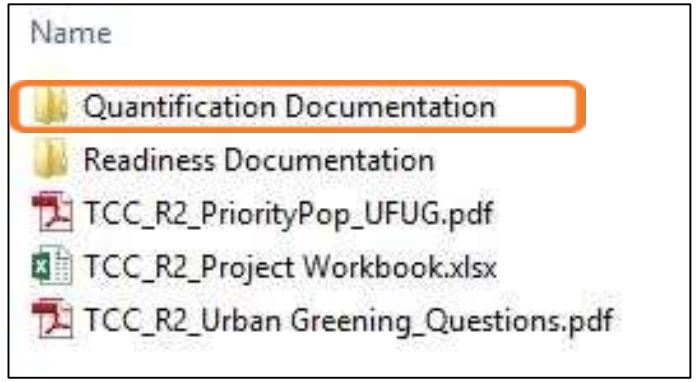
| Input Fields | Trees Shading Buildings | Trees Not Shading Buildings |
|---|---|---|
| State | ✓ | ✓ |
| County | ✓ | ✓ |
| City | ✓ | ✓ |
| Tree Species | ✓ | ✓ |
| Distance to Nearest Building | ✓ | ✓ |
| Direction of the Tree from the Building | ✓ | |
| Building Vintage | ✓ | |
| Climate Controls | ✓ | |
| Number of Trees | ✓ | ✓ |
| Years of Establishment and Replacement Care | ✓ | ✓ |
| TCC Funds Requested | ✓ | ✓ |
| Additional GGRF Funds Requested | ✓ | ✓ |

# PROJECT-SPECIFIC UPLOADS - QUANTIFICATION

| Quantifiable Project Category | Documentation |
|---|---|
| Tree Planting | • List of tree species<br>• Documentation supporting tree planting site characteristics |

# PROJECT-SPECIFIC UPLOADS - QUANTIFICATION

- Only required for quantifiable projects
- Data inputs & Documentation tables
  - ✓ indicates required inputs
- Upload into project's "Quantification Documentation" folder
- Refer to TCC Quantification Methodology
- TA providers may request additional documentation
- Information used to estimate GHG reductions



# APPLICATION WORKBOOKS

There are 4 types of workbooks in the application:

1. Summary Workbook
2. Plan Workbook
3. Project Workbook
4. Leverage Workbook

# INSTRUCTIONS FOR ALL WORKBOOKS

- **Read all instructions before beginning work.**
- **Lead Applicant, Proposal Name,** and **City** should match information entered into the FAAST system and fillable PDFs.
- **Project #** and **Project Name** should match across all workbooks and fillable PDFs.

# INSTRUCTIONS FOR ALL WORKBOOKS

- **Do not** edit any cells in **gray**, **green**, or **red**.
- **Check** cells will indicate if any formulas aren't adding up correctly.
- Refer to **Character Count** cells when filling out fields with character limits.

# INSTRUCTIONS FOR ALL WORKBOOKS

- To add rows to a table, begin typing in the row below, or drag the lower right-hand corner (if the green triangle is present).

| TASK 1 | | | | | |
|---|---|---|---|---|---|
| Subtask | Description (150 character limit) | Deliverables/Milestones | Responsible Parties [e.g. Lead Applicant, Co-Applicant, Subcontractor, etc | Timeline [e.g. Month 1 - Month 6] | Character Count |
| A | | | | | 0 |
| B | | | | | 0 |
| C | | | | | 0 |
| D | | | | | 0 |
| Start Typing | | | | | |

| | | | | | CALCULATED TOTAL: | $ - | $ - | $ - | $ - | $ - | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| TASK # | COST CATEGORY | COST DESCRIPTION (50 character limit) | COST PER UNIT ($) | UNITS | TOTAL PROJECT COST | TOTAL REQUESTED GRANT FUND | [LEVERAGE 1] | [LEVERAGE X] | TOTAL LEVERAGE | Check: TOTAL LEVERAGE + TOTAL GRANT FUNDS = TOTAL COST? |
| | | | | | $ - | | | | $ - | TRUE |
| | | | | | $ - | | | | $ - | TRUE |
| | | | | | $ - | | | | $ - | TRUE |
| | | | | | $ - | | | | $ - | TRUE |
| Start Typing | | | | | | | | | | |

# PROJECT, PLAN, AND LEVERAGE WORKBOOKS

- Workbooks should be completed by the Lead Entity for each Fundable Project, Transformative Plan, or Leverage Project.

- Each Workbook template is saved in the following locations:

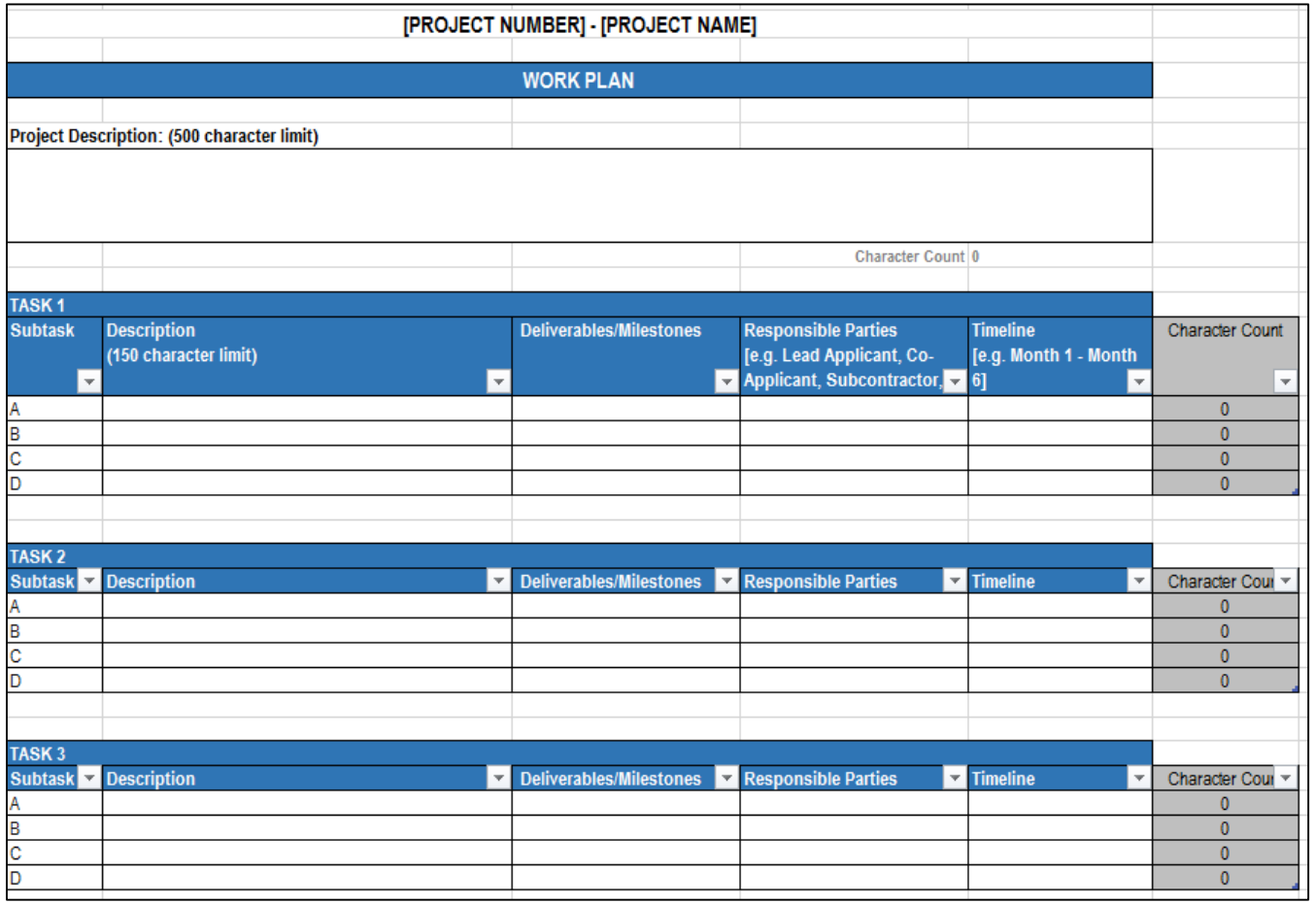
  - Project Workbooks:
    **3_Projects** → [All Strategies] → "Template Project Folder"

  - Plan Workbooks:
    **2_Transformative Plans** → "Community" & "Workforce" folders

  - Leverage Workbooks:
    **2_Transformative Plans** → "Displacement" folder
    **3_Projects** → "Leverage Project" folder

# PROJECT, PLAN, AND LEVERAGE WORKBOOKS

- Adjust Work Plan tables as needed:
  - Add or delete Task tables
  - Add or delete subtasks



[PROJECT NUMBER] - [PROJECT NAME]

WORK PLAN

Project Description: (500 character limit)

Character Count 0

TASK 1

| Subtask | Description (150 character limit) | Deliverables/Milestones | Responsible Parties [e.g. Lead Applicant, Co-Applicant, Subcontractor, | Timeline [e.g. Month 1 - Month 6] | Character Count |
|---|---|---|---|---|---|
| A | | | | | 0 |
| B | | | | | 0 |
| C | | | | | 0 |
| D | | | | | 0 |

TASK 2

| Subtask | Description | Deliverables/Milestones | Responsible Parties | Timeline | Character Cou |
|---|---|---|---|---|---|
| A | | | | | 0 |
| B | | | | | 0 |
| C | | | | | 0 |
| D | | | | | 0 |

TASK 3

| Subtask | Description | Deliverables/Milestones | Responsible Parties | Timeline | Character Cou |
|---|---|---|---|---|---|
| A | | | | | 0 |
| B | | | | | 0 |
| C | | | | | 0 |
| D | | | | | 0 |

# PROJECT, PLAN, AND LEVERAGE WORKBOOKS

- **Task #** should correspond with the Work Plan
- **Total Project Cost** will calculate using **Cost per Unit** and **Units**
- Use the following columns to allocate **Total Project Cost** between **Total Requested Grant Funds** and **Leverage** columns (Check column will tell you if you did this incorrectly).

**#1 - EXAMPLE PROJECT**

**BUDGET**

Applicants should fill in the white cells only. **Do not** edit any cells in gray, green, or red.
Applicants can filter by **Cost Category** to see each Calculated (Sub)total.
Subtotals are needed to complete the Summary Workbook.
Note: "**Project Costs**" under **COST CATEGORY** includes engagment/outreach and workforce-related costs for activities performed at the project level.

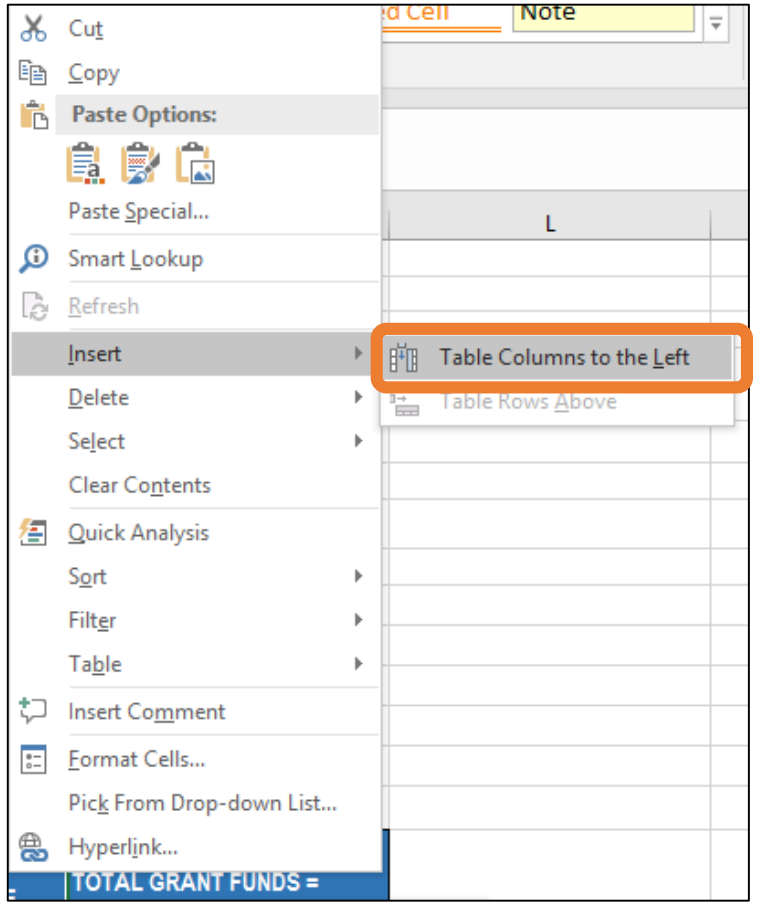
PREDEVELOPMENT CHECK: $ 100,000.00
PERCENT OF REQUESTED FUNDS 3.2%
Predevelopment costs should be **no more than 10%** of the total project cost.

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | CALCULATED TOTAL: | $ 3,292,625.00 | $ 3,167,625.00 | $ 50,000.00 | $ 75,000.00 | $ 125,000.00 | |
| TASK # | COST CATEGORY | COST DESCRIPTION (50 character limit) | COST PER UNIT ($) | UNITS | TOTAL PROJECT COST | TOTAL REQUESTED GRANT FUND | LEVERAGE FUND #1 | LEVERAGE FUND #2 | TOTAL LEVERAGE | Check: TOTAL LEVERAGE + TOTAL GRANT FUNDS = TOTAL COST? |
| 1 | Project Costs | Project Manager | $ 55.00 | 100 | $ 5,500.00 | $ 5,500.00 | | | $ - | TRUE |
| 1 | Project Costs | Project Associate | $ 35.00 | 50 | $ 1,750.00 | $ 1,750.00 | | | $ - | TRUE |
| 1 | Project Costs | Associate Finance Director | $ 75.00 | 5 | $ 375.00 | $ 375.00 | | | $ - | TRUE |
| 2 | Predevelopment | Landscape Architect - Design Work | $ 150,000.00 | 1 | $ 150,000.00 | $ 100,000.00 | $ 50,000.00 | | $ 50,000.00 | TRUE |

# PROJECT, PLAN, AND LEVERAGE WORKBOOKS

- To add Leverage columns to the budget, right click on “Leverage X” and select “Insert Table Columns to the Left”.
  - This ensures that the TOTAL LEVERAGE column will calculate correctly.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | CALCULATED TOTAL: | | $ - | $ - | $ - | $ - | $ - |
| | COST PER UNIT ($) | UNITS | TOTAL PROJECT COST | TOTAL REQUESTED GRANT FUNDS | [LEVERAGE X] | TOTAL LEVERAGE | Check: TOTAL LEVERAGE + TOTAL GRANT FUNDS = TOTAL COST |
| | | | $ - | | | $ - | TRUE |
| | | | $ - | | | $ - | TRUE |
| | | | $ - | | | $ - | TRUE |
| | | | $ - | | | $ - | TRUE |



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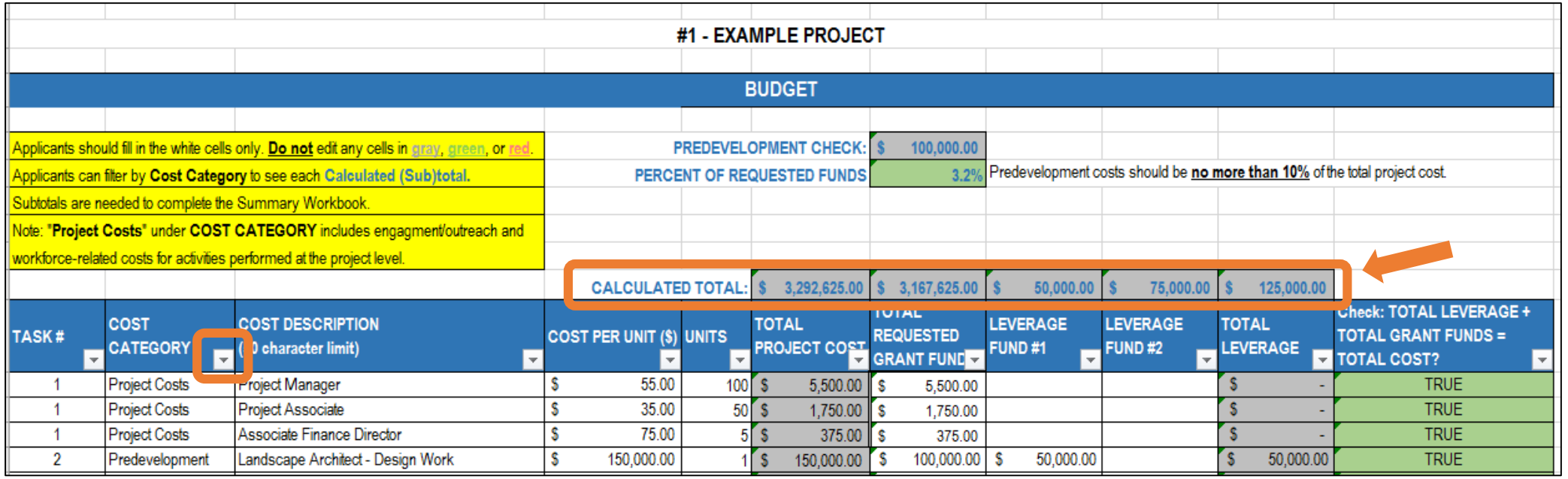
# PROJECT, PLAN, AND LEVERAGE WORKBOOKS

- The Lead Applicants will transfer **Calculated Totals** from the Budget tabs to the Summary Workbook.
- Click the gray box to sort by **Cost Category** to find subtotals for Predevelopment, Project Costs, and Indirect Costs.



#1 - EXAMPLE PROJECT

BUDGET

Applicants should fill in the white cells only. **Do not** edit any cells in gray, green, or red.
Applicants can filter by **Cost Category** to see each Calculated (Sub)total.
Subtotals are needed to complete the Summary Workbook.
Note: "**Project Costs**" under **COST CATEGORY** includes engagment/outreach and workforce-related costs for activities performed at the project level.

PREDEVELOPMENT CHECK: $ 100,000.00
PERCENT OF REQUESTED FUNDS 3.2%
Predevelopment costs should be **no more than 10%** of the total project cost.

| | | | | | TOTAL PROJECT COST | TOTAL REQUESTED GRANT FUND | LEVERAGE FUND #1 | LEVERAGE FUND #2 | TOTAL LEVERAGE | Check: TOTAL LEVERAGE + TOTAL GRANT FUNDS = TOTAL COST? |
|---|---|---|---|---|---|---|---|---|---|---|
| CALCULATED TOTAL: | | | | | $ 3,292,625.00 | $ 3,167,625.00 | $ 50,000.00 | $ 75,000.00 | $ 125,000.00 | |
| TASK # | COST CATEGORY | COST DESCRIPTION (0 character limit) | COST PER UNIT ($) | UNITS | | | | | | |
| 1 | Project Costs | Project Manager | $ 55.00 | 100 | $ 5,500.00 | $ 5,500.00 | | | $ - | TRUE |
| 1 | Project Costs | Project Associate | $ 35.00 | 50 | $ 1,750.00 | $ 1,750.00 | | | $ - | TRUE |
| 1 | Project Costs | Associate Finance Director | $ 75.00 | 5 | $ 375.00 | $ 375.00 | | | $ - | TRUE |
| 2 | Predevelopment | Landscape Architect - Design Work | $ 150,000.00 | 1 | $ 150,000.00 | $ 100,000.00 | $ 50,000.00 | | $ 50,000.00 | TRUE |

# SUMMARY WORKBOOK

- Workbook should be completed by the Lead Applicant.
- The **Applicant Summary** should list all Co-Applicants included in the Memorandum of Understanding.

| | | | | | |
|---|---|---|---|---|---|
| **Lead Applicant:** | [INSERT HERE] | | | | |
| **Proposal Name:** | [INSERT HERE] | | | | |
| **City:** | [INSERT HERE] | | | | |
| | | | | | |
| **APPLICANT SUMMARY** | | | | | |
| | | | | | |
| **TCC APPLICANTS** | | | | | |
| **Applicant** | **Lead Applicant** | **Co-applicant 1** | **Co-applicant 2** | **Co-applicant 3** | **Co-applicant 4** |
| **Name** | | | | | |
| **Type** | | | | | |
| | | | | | |

# SUMMARY WORKBOOK

- The **Proposal Summary** should include all Transformative Plans, Fundable Projects, and Leverage Funding Projects.

| PROPOSAL SUMMARY | | | | | | | |
|---|---|---|---|---|---|---|---|
| Applicants should fill in the **white cells** only. **Do not** edit any cells in gray, green, or red | | | Check: | TRUE | | | |
| | | | Calculated Total: | $ 26,840,000.00 | $ 23,000,000.00 | $ 3,840,000.00 | |
| PROJECT # | PROJECT NAME | PROJECT TYPE | STRATEGY | TOTAL PROJECT COST | TOTAL REQUESTED GRANT FUNDS | TOTAL LEVERAGE | Description (150 character limit) |
| Indirect | Lead Applicant - Indirect Costs | N/A - Lead App. Indirect | N/A - Lead App Indirect Costs | $ 1,000,000.00 | $ 500,000.00 | $ 500,000.00 | N/A |
| CEP | Community Engagement | Transformative Plan | N/A -Transformative Plan | $ 2,840,000.00 | $ 1,840,000.00 | $ 1,000,000.00 | N/A |
| WDEOP | Workforce Development and Economic Opportunities | Transformative Plan | N/A -Transformative Plan | $ 2,010,000.00 | $ 1,510,000.00 | $ 500,000.00 | N/A |
| IT | Indicator Tracking | Transformative Plan | N/A -Transformative Plan | $ 740,000.00 | $ 690,000.00 | $ 50,000.00 | N/A |
| DAP | Displacement Avoidance | Transformative Plan | N/A -Transformative Plan | $ 500,000.00 | $ - | $ 500,000.00 | N/A |
| 1 | Connector Bikeway | Quantifiable | 2.1 - Active Transportation | $ 6,000,000.00 | $ 5,800,000.00 | $ 200,000.00 | Connector Bikeway features 3 miles of Class 1 bike lanes connecting Neighbhorhood X and the City center, 200 trees, and 3 "parklets" along the path. |
| 2 | Walk the City | Quantifiable | 2.1 - Active Transportation | $ 5,000,000.00 | $ 4,500,000.00 | $ 500,000.00 | 5 miles of new walkways throughout the city. Includes new lighting, curb extensions, pedestrian signals, and street furniture. |
| 3 | Neighborhood Park | Quantifiable | 6 - Urban Greening and Green Infrastructure | $ 4,000,000.00 | $ 3,600,000.00 | $ 400,000.00 | 2 acre park in Neighborhood Y. Greenspace will feature 100 new trees, 10 benches, and picnic tables. Close to 2 elementary and 3 middle schools. |

# SUMMARY WORKBOOK

- **Requested Grant Funds** provides a breakdown of each cost category.
- **Calculated Percent** cells will indicate if the Applicant has exceeded any caps.

**REQUESTED GRANT FUNDS**

Applicants should fill in the **white cells** using information from each Project/Plan Workbook Budget.
**Do not** edit any cells in gray, green, or red.

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| PERCENT CAP (from Guidelines) | | 5% | N/A | 10% | 8% | 5% | 3% | | | 50% |
| CALCULATED (SUB)TOTAL: | $ 23,000,000.00 | $ 1,150,000.00 | $ 16,000,000.00 | $ 2,300,000.00 | $ 1,840,000.00 | $ 1,510,000.00 | $ 690,000.00 | | | $ 10,300,000.00 |
| CALCULATED PERCENT | | 5.0% | 69.6% | 10.0% | 8.0% | 6.6% | 3.0% | | | 44.8% |
| PROJECT # | PROJECT NAME | TOTAL REQUESTED GRANT FUNDS | PREDEVELOPMENT COSTS | PROJECT COSTS | INDIRECT COSTS | COMMUNITY ENGAGEMENT DIRECT COSTS | WORKFORCE DEV. AND ECON OPP. DIRECT COSTS | INDICATOR TRACKING COSTS | IS PROJECT QUANTIFIABLE? [Yes or No] | READINESS COMPLETE? [Yes or No] | IS PROJECT BOTH READY & QUANTIFIABLE? |
| Indirect | Lead Applicant Indirect Costs | $ 500,000.00 | | | $ 500,000.00 | | | | | | |
| CEP | Community Engagement Plan | $ 1,840,000.00 | | | $ 340,000.00 | $ 1,500,000.00 | | | | | |
| WEOP | Workforce Development and Economic Opportunities Plan | $ 1,510,000.00 | | | $ 150,000.00 | | $ 1,360,000.00 | | | | |
| IT | Indicator Tracking | $ 690,000.00 | | | | | | $ 690,000.00 | | | |
| 1 | **Connector Bikeway** | $ 5,800,000.00 | $ 500,000.00 | $ 5,000,000.00 | $ 300,000.00 | | | | Yes | Yes | Yes |
| 2 | **Walk the City** | $ 4,500,000.00 | $ 200,000.00 | $ 4,000,000.00 | $ 300,000.00 | | | | Yes | Yes | Yes |
| 3 | **Neighborhood Park** | $ 3,600,000.00 | $ 300,000.00 | $ 3,000,000.00 | $ 300,000.00 | | | | Yes | No | No |
| 4 | **Feeding the Future** | $ 1,210,000.00 | $ - | $ 1,000,000.00 | $ 210,000.00 | | | | No | Yes | No |
| 5 | **Go Green Carshare and Bikeshare** | $ 3,350,000.00 | $ 150,000.00 | $ 3,000,000.00 | $ 200,000.00 | | | | No | No | No |

# SUMMARY WORKBOOK

- **Leverage Funding Sources** provides a summary of all leverage sources and supporting documentation.
- Documentation should be saved to the **1_Threshold Uploads** folder.

| LEVERAGE FUNDING SOURCES | | | | | |
|---|---|---|---|---|---|
| | | | | | |
| Applicants should fill in the white cells only. | | | | | |
| **Do not** edit the gray cell. | | | | | |
| | | | | | |
| | GRAND TOTAL | $ - | | | |
| PROJECT #, PLAN, OR INDIRECT | FUNDING SOURCE | AMOUNT ($) | Is Funding Contingent on TCC Grant Award? [Yes or No] | Date Committed OR Anticipated Date (MM/DD/YYYY) | Supporting Documentation (file name) |
| | Leverage Source 1 | | | | |
| | Leverage Source 2 | | | | |
| | Leverage Source 3 | | | | |
| | Leverage Source 4 | | | | |
| | Leverage Source 5 | | | | |

# APPLICATION CHECKLIST

- Use the Checklist in the Instructions
- Check that the Application Package is complete and has the correct naming conventions
- Zip application package
- Upload to FAAST



## F. Application Checklist

Below are the required materials for each section of the TCC Round 2 Implementation Grant Application. Use the checklist below to ensure that the application is complete before submitting via the FAAST system.

**FAAST System:**

- ☐ Create a login name and password
- ☐ Complete narrative questions in FAAST

**Threshold Uploads:**

- ☐ Project Area
  - Project Area Map
  - Project Area Summary
- ☐ Signed Memorandum of Understanding (MOU)
- ☐ Support and Participation of Public Agencies
  - Adopted Resolution
  - Letter of Support
- ☐ Management Capacity
  - Annual Reports, Close-Out reports, etc.
  - Letters of support for each Lead Entity

**Summary Workbook:**

- ☐ Save to the main folder in the .zip file

**Quantifiable Projects:**

- ☐ Project Workbook
- ☐ Fillable PDF Questions
- ☐ Readiness Documentation
- ☐ Quantification Documentation
- ☐ Priority Population PDF

**Non-Quantifiable Projects:**

- ☐ Project Workbook
- ☐ Fillable PDF Questions
- ☐ Readiness Documentation
- ☐ Priority Population PDF

# APPLICATION PROCESS

# TECHNICAL ASSISTANCE

- All Applicants are required to work with no cost technical assistance providers
- Supportive services provided, but not limited to:
  - Review of application responses
  - Application coordination
  - Financial analysis and budget development
  - Support for project integration
  - Assessment of project readiness
- Deadline to complete TA interest survey is **Tuesday, September 4, 2018**

# FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL SYSTEM

- Submit via the FAAST system by **5:00pm on Tuesday, October 30th**
- Access FAAST at http://faast.waterboards.ca.gov
- Pre-recorded webinar will be available on the TCC website
- Contact FAAST Helpdesk at 1(866) 434-1083 or FAAST_ADMIN@waterboards.ca.gov

# COMPLETENESS CHECKS

- All Applications will be reviewed by TCC Program Staff to check for required documentation
- Applicants that are missing application information will be notified by TCC Program Staff
- If applicants are contacted because of missing information, the Application will be deemed incomplete if the applicant is non-responsive or does not provide the missing information within two (2) business days of being contacted

# GHG EMISSION REDUCTIONS AND CALCULATIONS

- Applicants required to collect and provide inputs needed to quantify GHG emission reductions for Project with quantifiable elements
- Technical Assistance provider will consult with each Applicant to provide an initial estimate of GHG emission reductions
- Technical Assistance provider will conduct final analysis of GHG emission reductions of quantifiable Projects after the Application and submittal and during the evaluation of the Applications

# SCORING CRITERIA

| Scoring Criteria | Points |
|---|---|
| **I. Transformative Plan: Program Objectives**<br>Greenhouse Gas Reductions; Objectives, Vision, Strategies | 30 |
| **II. Transformative Requirements**<br>Indicator Tracking, Displacement Avoidance Plan, Community Engagement Plan, Climate Adaptation and Resiliency, Workforce and Economic Development Plan | 30 |
| **III. Capacity to Implement**<br>Financial, Management Organization, and Collaborative Stakeholder Structure | 30 |
| **IV. Projects Assessment** | 10 |
| **TOTAL** | **100** |

# TIMELINE

# APPLICATION TIMELINE

| | Implementation Grants | Planning Grants |
|---|---|---|
| August 15, 2018 | Call for Applications | Call for Applications |
| Late August 2018 | Implementation Grants Application Webinar, August 28 11:30am – 12:30pm | Planning Grants Application Webinar, August 29 10:00 – 11:00am |
| September 4, 2018 | Survey deadline for interest in receiving required Technical Assistance | N/A |
| October 30, 2018 | Implementation Grant Applications are due on October 30th by 5:00pm | Planning Grant Applications are due on October 30th by 5:00pm |
| Late November 2018 | Site Visits | N/A |
| December 2018 | Release Recommended Award Recipients | Release Recommended Award Recipients |
| December 20, 2018 | SGC Council Approves Awards | SGC Council Approves Awards |

# RESOURCES

# RESOURCES

| Resources | Hyperlink or Contact Info |
|---|---|
| FY 2018-2019 TCC Program Guidelines | http://sgc.ca.gov/programs/tcc/docs/20180815-TCC_Final_GUIDELINES_07-31-2018.pdf |
| Notice of Funding Availability (August 15, 2018) | http://sgc.ca.gov/programs/tcc/docs/20180815-TCC_NOFA_Final.pdf |
| Instructions and Application Package | http://sgc.ca.gov/programs/tcc/resources/application.html |
| FAAST Pre-recorded Webinar | https://www.youtube.com/watch?v=-krcwZxokLM |
| Technical Assistance | Your assigned Technical Assistance Provider or Monica Palmeira at monica.palmeira@sgc.ca.gov or (916) 801-3460 |
| TCC Program | tcc@sgc.ca.gov or (916) 322-6138 |
| FAAST Helpdesk Support | FAAST_ADMIN@waterboards.ca.gov or 1(866)434-1083 |
| Sign Up for Email Updates | http://sgc.ca.gov/ |

# Deadline to Submit: 5:00pm on Tuesday, October 30, 2018

CALIFORNIA STRATEGIC GROWTH COUNCIL

# QUESTIONS

**tcc@sgc.ca.gov**

**916.322.6138**

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